

QUESTION	ANSWER
If REBEL is implemented at a county level, who will be responsible for the regional coordination of the Council of Nine election?	NJDHSS staff will coordinate with the county Youth Coordinator's; "supporting the election process" is the key part of the sentence as it is written in the RFP booklet.
Written next to certain components of the programs listed, I see "training only"- what does that mean? Does that mean that training is the only expected service to be provided by the agency?	Yes, that is correct; logistics, food, and transportation would not be included in those responsibilities.
And the annual CTCP meeting-responsibilities would include training, logistics, food, and transportation if necessary?	Yes; if you reference the RFP, page 33 logistics is included for NJICET, REBEL and the CTCP meetings. Transportation is not included for the CTCP meetings.
Must all of the \$3,000 stipend for the schools go to the advisor or can part of to activities and part to advisor? Is it the decision of the school?	We are hoping that the emphasis will be on giving the stipend to the advisor. It will be challenging, but we are hoping to contract with the schools and set it up so that the money will go to the advisor.
How should the \$80,000 be used?	The \$80,000 left for the agency will need to go toward salaries, expenses etc...the agency would be responsible for distributing the stipend to the schools.
Would the \$80,000 also be needed to cover transportation?	Based on last years budget and expense reports, we estimate that approximately \$3,000 per county would be needed to cover transportation but we also hope that schools will provide transportation.
Can some of the \$80,000 be used for program expenses- food etc..?	Yes
Is \$2,856 a reasonable amount to estimate for transportation?	It was an estimate; we just took the amount used this year, per the budget, and divided it by 21 (counties)
What happens if I do not have 10 high school's in my county?	Before committing to that number in the RFP, we checked the Department of Education's website to ascertain which counties would be able to meet the 10 high school requirement; most do. If you fall into the small minority of counties that do not, you may need to partner with another county or add in a few

	more middle schools to balance out your application. We are hoping to see creative problem solving ideas and strategies in the RFP submissions.
Can you apply for 1 Youth Services component (eg. REBEL) and not another (eg. REBEL2)?	No, we need to see applications for both components.
The Training Agency description mentions 13 trainers - can you please explain this number?	10-15 trainers were used for the RTLI- that's what was meant by a minimum of 13 trainers; you will more than likely need that many trainers to successfully implement the RTLI
In regard to the Training Agency, will we always have to secure and pay for a site? Or, is it only if the RFP lists "logistics and training" next to the component?	Yes, that's correct. The hope is that you will not have to pay for the site, but rather, just arrange/secure the venue via a partnering agency, institution, or company at no cost
For the ROCS program, is there an executive board? Does this mean they (the college students) have to meet and come together? Who would be responsible for coordinating this?	Well, we (CTCP) or the granting agency has always secured the site and the students transport themselves
One of the goals of the changes is to link different parts/components of the CTCP so that there are not a lot of little different "silos"; however, the way the RFP is structured, it appears that they are still applied for separately-can the state explain why this is?	We are not opposed to 1 agency applying for several components; I have already received 3 Letters of Intent from grantees stating that they will apply for different components.
How will the reviewers know that an agency is applying for several parts/components of the RFP?	The CTCP can provide that information on the sign in sheet that the reviewers receive.
How does the CTCP explain dismantling the system that was successful in getting the clean indoor air bill passed? What do you suggest we tell our CATS (Communities Against Tobacco) that have done such good work to explain why the system is being changed?	We would ask you to please refer to the introductory slides that were included in our conference today; they fully explain and highlight the goals of the CTCP and this process.
Does the agency have to have an address in the county for which it is applying?	No, not necessarily.

Where can we find the 2 Youth Cessation curricula mentioned in the RFP?	Quit 2 Win will be made available to you on the website
Is it 1 Full Time person or FTE?	Yes, one full time employee is expected
Is there a way to find out who is currently implementing the REBEL program in each county?	Yes, but generally speaking, it is the NJPN (New Jersey Prevention Network) Network- NJPN is the grantee for the REBEL community based program.
Where can we get the REBEL curriculum?	REBEL does not have a curriculum; however, REBEL2 does and we can post that on the website as well.
In looking at the REBEL program, there appears to be a lot of emphasis on coordination of schools. Does that mean the Youth Coordinator will not have as much direct contact/ service with the kids? Will their role become strictly administrative?	No, not at all; it's expected that Youth Coordinators will be involved in the school groups and attending meetings. The amount of involvement that a Youth Coordinator has with his/her county students is dependent upon their relationship and level of activity with a given school.
Does a county/ RFP application need to have a linking REBEL high school to a REBEL middle school?	Yes, that is implied and we would hope to see RFP's that address this.
The current RFP says that Youth Coordinators and CAT coordinators are required to have a four year degree- does that mean current Youth Coordinators who lack a four year degree will not be eligible for the position?	That is what our RFP requests; four year degrees have always been required for Youth Coordinators
Some agencies have already created curricula; is there an assumption that that curricula will be passed onto the new agency that wins the grant? (Example: NJICET and REBEL 2 curricula)	Yes, that is correct.
Will there still be county REBEL meetings? Is there an option to have both county and school based?	Yes, there is a part of the RFP that asks how you will bring the county & school based efforts together.
If we were previously the granting agency charged with creating or implementing a particular curriculum, does that mean that we can no longer use the curriculum if the grant is awarded to another agency?	That may be somewhat difficult to do because you may be duplicating efforts with the agency that was awarded the grant. In addition, there has never really been an issue so long as you are not misrepresenting the material, your agency recognizes that the curriculum was developed under a previous grant, and you are not trying to make a profit from it.

Can you please clarify the goals, objectives, etc... on pg 19.	What's listed in the RFP are our overall statewide goals and objectives. It is expected that each agency will go back and draft more specific goals and objectives that will allow them to achieve/accomplish the overall goals listed in the RFP. The expectation is that the programming will be designed to contribute to the statewide goals and objectives- each county is not expected to achieve all of the statewide goals individually.
Are we looking to continue using the REBEL 2 curriculum?	The curriculum itself will be the responsibility of the Training Agency; they will train the advisors and the advisors will train the students. The county Youth Coordinator will be responsible for coordinating and working with all 3 entities.
Are the schools responsible for recruiting students? What happens if they are not successful in their recruitment efforts?	We hope to see in your proposals how your agency will address such an issue-creatively.
How will the \$3,000 stipend be given to the schools? When will it be dispersed? Will the stipend come from the state?	That is your agencies decision. No, the stipend is part of the \$125,000 and therefore, it would come from your agency in whatever increment(s) are best suited to your program.
Page 9 reads "and/or" 10 high schools and 5 middle schools... please explain the meaning of "and/or"?	This means that you can (if necessary) balance out your application with more middle schools or high schools if you can not meet the minimum 5 or 10 required.
What number of middle schools will be funded per county? If the training component is funded, does that mean you may not bid for another component?	5 middle schools per county will be funded, no, more than 1 program component can be funded (eg. RFP sections A, B & D)
Can you send one letter of intent for all the sections you're applying for?	Yes, 1 letter is all that is necessary.
Is the funding for the Quitcenters enough to hire the required staff? (2 Masters level counselors)	The RFP reflects at least 1 full time Masters level counselor; however, there may be other options (articulated by the agency) to provide the secondary staff.

If we are targeting a hard to reach population, will/how will the state consider (not look negatively upon) lower quit rates among this population?	We will consider all of these things and frame the Attach C accordingly. The expectation is that each agency will outreach to the entire county.
Do Quitcenters have to have/provide access to a medical doctor? Does that need to be part of the budget?	No, the centers just need to have some sort of Letter of Agreement with a doctor- incoming patients do not need to see a doctor upon entry to the Quitcenter; however, a doctor contact needs to be available for referrals.
Do the quit cessation aids sold at the centers have to be shown on the program income line?	Yes
If we purchase NRT's, do we need to show that as an expense?	Yes, if grant monies are used
Please clarify the REBEL 2 county youth coordinator's role. Is the county youth coordinator's role to coordinate the county activities and ensure that the REBEL2 students move into the High School REBEL program?	Yes, the county youth coordinator will coordinate the county activities, build communication between county school advisors, and link the REBEL2 students to the high school REBEL chapters
Do the agencies need to subcontract evaluation/evaluators?	No, we are not requiring that. We are asking that you describe (and show) your evaluation process and how your agency will address this.
How does Organizational Expectations, Program Outcomes and Priorities for Proposal relate to writing the grant?	Each of the sections has asked key questions that should help to focus and guide your written application. Both the key questions and organizational expectations are important in assisting the grant writer. Please be sure to address these questions in your application.
Key Questions" appears in the Youth Section but where is it in community section?	The information is located in the communities section on pg 18; however, it is not framed in question format.

On page 13, section 4 Outcomes Statements & Process Evaluation are you speaking of SIDS, Asthma, and other medical conditions as examples of changes that occurred through programming?	Whatever information you your agency deems is appropriate. We will not limit your input
Would CTCP be interested in seeing the interested agency's method of MOAs?	One applicant in a previous session mentioned that they had begun the process of creating the MOAs. A same sample has been provided however; agencies may choose to use their own formant.
Are we responsible for REBEL/ REBEL 2 transportation and how do we budget for that?	Each agency is accountable for the transportation; by taking the existing amount and dividing it by 21, we estimated that each county would need approximately \$3000 for transportation.
Will the budget be required to be used within the year?	Yes, each agency must follow state rules; therefore, the monies have to be used within the grant year.
Is a program description necessary in the Letter of Intent? If so, what should be included?	The name of the agency and the focus area for which you are applying. We are not requiring any description.
Will you require our budget/applications to include in kind funds? This is not directly written in the grant.	We are encouraging the organizations that apply to include in kind funding in the application. Please refer to page 15 for our statement regarding in-kind funding sources.
If I wanted to add something that is not in the narrative on pg 14 of the RFP, may I do this?	Yes, that section acts as a framework, an example, and a guide. The agency should feel free to go beyond the example provided.
Are the organizations going to be held responsible for recruitment?	There will be teachable moments that the county youth coordinator and/or agency would have to assist with TA and supporting the schools in recruitment.
When will award announcements/notices be made?	April 14, 2006

For the Memorandum of Understanding, do the schools have to have them signed before the application date?	No, you as the potential grantee should just be assured through the MOU that you will have the support of the 10 and 5 schools required.
Are existing programs preferentially funded?	No, a third party review committee will be reviewing all the applications
So each will be reviewed individually?	Yes
And the \$80,000 left over for each county, is that annual?	Yes
For the cessation program, is it 25 schools per county?	No, 25 throughout the state
Are the CATS still in existence?	Yes
As a CAT, can you subcontract out in order to complete small projects within the county?	It is unlikely that \$80,000 will enable the awarded agency to do this; this is why we are seeking LOA between agencies and other community agencies/resources
Can we purchase equipment with the funds?	It depends; the primary thing is looking at your budget and explaining to us how effectively the funds are being used
The grants are 3 years but we receive the money per year?	Yes, each year- provided there is funding available
Where can we find a list of the current REBEL U schools?	We will make that available on the website
Can you target a certain age group for the cessation program? (Quitcenters)	No, it needs to be for every age and all populations because of the limited number of centers
Community Partnerships, as used in the RFP, is not the title of program but rather linkages of community agencies?	Yes, that's correct. "Community Partnerships" is used as a title for us but refers to the creation of linkages between community agencies

What do you see the role of the Youth Coordinator to be?	The county YC will be coordinating and pulling together both school and community efforts
And the stipends for the schools-is that the advisors salary or what can that be used for?	It depends on your county; this is where the LOA becomes critical. We would like to see the \$3000 going to the school advisor
We may not be able to get 10 high schools because we are a rural county	Maximum of 3 counties may partner in identified rural counties. You may need to balance with more middle schools or create partnerships among counties. However, if counties partner, we may prorate funding. Agencies need to be pretty creative on how you will pull the schools and students together with the funding available
So, CAT can partner up to 3 counties; can REBEL?	Yes, but CTCP would like to note that we are not recommending that, particularly if your county has 10+ high schools available to work with
What's the rationale for having a "feeder" system that has less middle schools than high schools?	Money and program priorities; this is a beginning
Can we still have unfunded high schools?	Sure. Please see the questions related to Priorities for Proposals
What happens if we have a willing school but no available advisor? If the YC assumed the responsibility, would they be able to receive the \$3000 stipend?	That would really be an internal agency issue.
Are you requiring any matching funds?	We do note in the RFP that preference will be given to agencies that can demonstrate in kind support
The school coordination of REBEL and REBEL2 is allotted \$80,000 and \$45,000 for the stipends. Does the agency get the whole sum?	Yes, the agency is responsible for disseminating the funding to the schools

<p>Transportation dollars for YAB Retreats and other statewide events not listed in the RFP- where will that money come from?</p> <p>Which statewide events will be included in the new RFP? How can we address it budgetarily in the proposal/application?</p>	<p>The award includes all statewide events</p> <p>Yes, statewide events are written together in the RFP- they are not specifically listed</p>
<p>What is the cap for administrative overhead?</p>	<p>We have not set a cap but we are looking for the most efficient expenditure of grant funds</p> <p>Please refer to the RFP page 15, Sec 9, letter D- administrative overhead costs need to make logical sense</p>
<p>With the REBEL model shifting, will the in-school requirements (eg. current school requirements) change or will they look the same? (particularly for schools that have previously participated)</p>	<p>For the most part, they will not change drastically; if anything, there will be a greater emphasis on the need to coordinate with the Youth Coordinator and exercise greater coordination and development of the county YAB</p>
<p>What level of commitment are you looking for from the schools prior to submission of our application?</p>	<p>None; your proposal is it. However, a letter of intent from a portion of the schools or all of the schools in your county is welcomed, but not expected, and certainly not required.</p>
<p>In k-8 schools, can upper grade levels participate in REBEL2?</p>	<p>Yes, but again, the focus of REBEL2 is grades 6-8</p>
<p>Do the Quitcenters have to be in one county only?</p>	<p>Not necessarily; it depends on how you present your outreach plan in your proposal. Your application needs to be specific.</p>
<p>For the grantee collaborator's meeting listed in the RFP- how many attendees are you we anticipating?</p>	<p>About 60 including the state employees but others will be welcome</p> <p>Also, we were not thinking of outside expertise to be paid to come in and train at that conference; we were looking to use NJ expertise</p>
<p>Is NRT provided in the budget?</p>	<p>No, it is not available. The alternative we offer right now is the contact to our original supplier who will supply NRT to the Quitcenters at the same rate as previously provided to the state.</p>

Will there be a waiver for CAT/REBEL staff that do not possess a 4 year degree but have been involved with either program for 5 years?	We will leave that to the committee reviewing the applications in an effort to keep the process objective; however, the RFP states a Bachelors degree. CTCP would recommend that you include the employees history and experience with the program
Is the focus of the REBEL U 4- day training similar to the RTLI	Somewhat- it's tobacco, teambuilding, and leadership
Do we need to include in our application existing curriculum just from research of what's out there?	It is not a requirement for the process.
Can you clarify the "faculty member" terminology in evaluation page 37?	"faculty" refers to those staff members that the agency hires; the staff at the agency that are hired internally to do the training
Could a CADC qualify as a treatment provider?	Depends on the rationale in your proposal but the RFA stipulates training through UMDNJ
Will you want a job description attachment if we will be hiring new staff?	Yes, job descriptions and resumes must be included with the application
Is the RTLI a statewide event?	Yes, that is one statewide event and the REBEL summit is the other
Will the REBEL summit be coordinated through the Training Agency?	NO, it will not. This is because the REBEL summit does not include a formal training component. Please note that the REBEL2 summit will be coordinated by the Training Agency.
I would like to apply for funding to support the current youth program that I have- is that possible?	This RFP application is seeking agency involvement in the actual process and development of the REBEL program- not additional funds to enhance an existing program
My agency is located in 5 counties, do we need to submit 5 different applications for each county?	Community Partnerships stipulates a max of 3 so you would have to choose your top 3; with Youth Services, CTCP prefers one per county so you would need to submit 1 per county or choose your top county

Do we need to have our entire evaluation concept/program to be defined in our application?	Yes, we expect all agencies to submit a plan for evaluation. After awards have been made, it is possible that CTCP may address and work with you to re-formulate or enhance the initial plan presented in the application.
Would a description of our plan in contrast to the actual plan suffice for this part of the process? If we are new to the process/component, we still need to develop new instruments.	Please refer to pg 5-6, sec 7b Your fine submitting examples of tools that you have used in the past or with other programs to demonstrate your agencies capacity to develop such tools/instruments
Were you looking for a section corresponding to each of the questions that accompany the Priorities for Proposals?	No; however, please be sure that the answers are integrated into your proposal